

IT Management and Infrastructure Consolidation Implementation Team Charter

Challenge

The National Weather Service Corporate Board has accepted the Tiger Team Proposal and has directed the implementation of the proposed improvements in effectiveness and efficiency for the delivery of IT services.

Goals and Objectives

The IT consolidation proposal focuses on providing IT services using a “utility” model in which general IT services are provided as infrastructure to NWS offices. The team will, as a one-time effort, implement IT management and infrastructure consolidation according to the proposal for the six IT components: Wide area network, Network operations center, Web infrastructure, Desktop management, IT Security, and Centralized procurement. The functional responsibility for the six areas falls within the organizational responsibility of OCIO, for which it is staffed and equipped.

Consistent with the initiative to consolidate IT management, the IT Consolidation Implementation Team shall:

- Identify team leads for each of the six areas
- Conduct detailed implementation planning for each of the six areas maintaining the Cost, Schedule and Performance constraints of the proposal
- Develop dashboard tools for reporting progress/status
- Approve and baseline the projects
- Complete within 15 months from release of funds, including fulfilling Collective Bargaining Agreement obligations.

Scope

Guiding Principles:

- No degradation of service
- Must retain 122 WFOs
- Equal services across the nation
- No staff moves or reduction in NWS IT positions

Included in Scope:

- Wide area network
- Network operations center
- Web Infrastructure (e.g. content mgt system, web farms)
- Desktop management
- IT Security
- Centralized procurement

Not Included in Scope:

- Operations Application programs
- Supercomputing
- NEXRAD, ASOS, UA, CRS, AWIPS (except for data stream)
- Web content/development
- GIS content/

Must Address:

- Validate additional billet requirements (+6 FTEs)
- Determine where/how FTEs are sourced
- Validate savings – business case
- IT Consolidation must be responsive to field needs:
 - Changes in software configuration
 - Addition of new products
- Ensure redundant/robust communication paths
- Scalable to meet requirements – today through 2015 and beyond
- Quality and reliability drive NWS IT investments and procurement
- Flexibility to meet short fused and unique procurement requirements

Roles and Responsibilities

The responsibility for general IT support for NWS is vested in the Office of the Chief Information Officer. The OCIO functional organization has the expertise, technical know-how and resources to manage the IT consolidation and its continued operation.

Director:

- Final approval authority for charter and team output.
- Maintains 51% of Corporate Board voting authority.

Corporate Board:

- Remains intellectually engaged with Team.
- Available to team chair for advice and/or resources if called upon.
- Reviews deliverables.

Coordination Team:

Board level support to team chair and team.

Resource for supporting team needs including financial resources and problem resolution.

Integrates schedules across Conops, Aviation and IT Consolidations Teams.

Maintains communication of progress w/ NOAA as appropriate.

Willing advocates to assure team success.

Chair:

Responsible for the team and deliverables.

Reports to the Director, Coordination Team and Corporate Board at pre-set intervals, between as necessary.

Has this task as his/her number 1 priority.

Team Members:

Report to Chair.

Works as a team with Chair to develop all deliverables.

Has this task as their number 1 priority.

Key Objectives and Timeline

The high level tasks approved by the Corporate Board in January 2006 are shown in the figure below. The schedule will be updated upon release of agreed upon funds.

FY	05						06						07						
CY Month	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3
Consol. network/																			
Radar/AWIPS Pilot																			
Install Routers																			
Transition Regional WAN																			
Transition AWIPS WAN																			
Transition Radar Dissemination																			
Implement Video over WAN																			
Consolidate monitoring																			
Install / configure primary ITOC																			
Install / configure backup ITOC																			
Develop policies and procedures																			
Initial staff training																			
Consolidate IT security																			
Engineering Evaluation																			
C&A																			
Procurement																			
Documentation & test																			
Implementation Prep																			
Deployment																			

Consol. desktop/server serv																				
Establish Enterprise CM																				
Establish Windows standards																				
Establish Pwr user/Linux stds																				
Design Active Directory Structure																				
Install Active Directory Services																				
Migrate users to AD																				
ITOC monitor manage AD																				
Consolidate IT procurement																				
Inventory office systems																				
Establish Web portal																				
Web portal operations																				
RFQ																				
First equipment purchase																				
Consolidate web services																				
Requirements																				
Design																				
Integration and Test																				
Deploy																				Aug

Resource Requirements

\$1.8M and 6 additional FTE. Realignment of 12 FTE in the field and 4 FTE at NWSHQ under direction of the CIO.

Progress Reporting

The Team Chair shall provide progress reports to the Corporate Board at each meeting of the Board and to the Coordination Team the fourth Monday of each month beginning in March 2006.

Team Members

Chair: Larry Curran

Members: Tom Schwein, Fortune Vilcko, Paul Kirkwood, Tom Sandman, Dan Starosta, Bob Bunge, Harry Tabak, Brian Doerk, and Kathe Schofield (NWSEO).